

Statutes of *Revista de Educación*

(Approved by the Board of Directors on 22 January 2013)

I. General Remarks

Revista de Educación is a journal published by the Spanish Ministry of Education, Culture and Sport. It was founded in 1940 as *Revista Nacional de Educación* (Order of 8 March 1940, *Boletín Oficial del Estado*, 24 March 1940). Since 1952 it has been published as *Revista de Educación*.

Revista de Educación was created as a medium of scientific dissemination for the Ministry of Education, Culture and Sport. It is open to Spanish and international researchers who wish to use the journal to publish original research findings, unpublished essays and work in general that meets a high academic standard and is likely to be of interest to the education community.

From its founding to 2006, *Revista de Educación* was printed on paper. Since 2006 it has been published both on paper and on line. The paper version includes the full text of all the articles in the Monographs section, the abstracts (in Spanish and English) of all the articles in the other sections and an index of the books reviewed and received by the editors. As a prestigious, highly productive scientific journal, *Revista de Educación* will always continue to employ the best technological means available to meet the needs of its readers and editors.

The journal holds Spanish Legal Deposit registration number M.57/1958, ISSN 0034-8082 (paper version) and ISSN 0034-592X (on-line version).

The offices of *Revista de Educación* are at the Spanish National Institute of Education Evaluation.

Revista de Educación is defined as an instrument for the dissemination of scientific knowledge related with the area of education. Its proposed general objectives are the following:

- a) To disseminate education research conducted in Spain.
- b) To disclose methods and techniques used in education research.
- c) To publish original domestic and international articles that point to trends in education research.
- d) To foster discussion of current-day problems in the field of education.

II. Authorities

Revista de Educación is governed by two bodies, the Board of Directors and the Editorial Board.

The Editorial Board may consult with its scientific consultants, who are appointed for that purpose.

Chief responsibility for running the journal under ordinary operating conditions belongs to the journal's director, who is the director of the National Institute of Education Evaluation.

II.1. The Board of Directors

The Board of Directors is the highest authority of *Revista de Educación*.

The following are members of the Board of Directors by virtue of their office: the secretary-general for Universities, the technical secretary-general, the director-general for Evaluation and Sub-national Cooperation, the director-general of Vocational Training, the director-general for University Policy, the director of the National Institute of Education Evaluation, the deputy director-general for Documentation and Publications and the director of the National Centre of Innovation and Research in Education, or any other persons who are vested with the functions and competences currently vested in the stated officials.

The Board of Directors will be chaired by the secretary of state for Education, Vocational Training and Universities or whoever performs the functions now entrusted to the secretary of state for Education, Vocational Training and Universities.

The director of the National Institute of Education Evaluation will act as secretary and will take and keep the minutes of the meetings of the Board of Directors.

The functions of the Board of Directors are: to represent the journal and provide it with continuity; to take measures ensuring that the journal's publication is never at risk; to approve the annual budget of *Revista de Educación* and to review the annual management report and the annual general report containing a statistical summary of the leading facts.

Resolutions of the Board of Directors will be made by a majority.

The Board of Directors will meet whenever it is called to meeting by its chairman at the proposal of the director of *Revista de Educación*.

II. 2. The Editorial Board

The Editorial Board is made up of the director (who is the director of the National Institute of Education Evaluation), the editorial supervisor, the assistant editor, the ordinary members of the Editorial Board and the chief editor.

The chief editor of *Revista de Educación* will act as secretary and will take and safeguard the minutes of the meetings of the Editorial Board.

The functions of the Editorial Board are: to guarantee the scientific rigour, academic relevance and timeliness of the topics selected; to program the ordinary issues and extraordinary editions each year; to propose changes in editorial policy; to ensure that the journal attains domestic and international scientific recognition and to promote the journal in Spain and abroad.

Resolutions of the Editorial Board will be made by a majority.

The Editorial Board will meet whenever it is called to meeting by its director at the proposal of the chief editor.

The functions of the journal's **director** are: to act as the journal's legal representative; to submit the annual budget proposal to the Board of Directors; to present the annual management report and the annual general report containing a statistical summary of the leading facts to the Board of Directors for their information; to present editorial policy proposals to the Editorial Board; to call meetings of the Editorial Board at the proposal of the chief editor; to chair and moderate meetings of the Editorial Board and to cast the deciding vote on motions placed before the Editorial Board.

The chief editor will be appointed by the director of *Revista de Educación*.

The functions of the **chief editor** are: to act as the journal's legal representative in the director's absence; to prepare the annual management report and the annual general report containing a statistical study of what has been published; to keep the list of external reviewers up to date; to call and chair meetings of the editorial team and generally to coordinate all tasks involved in the process of publishing the journal.

The assistant editor will be appointed by the director of *Revista de Educación* at the proposal of the chief editor.

The functions of the **assistant editor** are: to assign evaluators to each of the articles; to send authors the results of the evaluations of their work and to submit proposals to authors for improving their original texts in order to meet publication requirements.

The number of assistant editors may be increased depending on the different sections of the journal and the amount of work to be done in future.

The ordinary members of the Editorial Board will be researchers whose scientific prestige and competence are matters of record. They will be appointed by the director of *Revista de Educación* at the proposal of the chief editor.

The functions of **ordinary members** of the Editorial Board are: to propose the general lines of the journal's editorial policy; to submit names of authors and external reviewers and generally to cooperate in upholding the highest degree of academic excellence and scientific rigour in the journal.

The chief editor will be appointed by the director of *Revista de Educación*.

The functions of the **chief editor** are: to register articles as they arrive; to check that articles obey the publication rules; to ensure that articles adhere to the form expected for publication in a scientific journal; to plot the timetable for the preparation of the journal; to propose publication rules and the style guide for approval by the Editorial Board; to manage domestic and international exchanges; to execute the journal's budget and to perform any other function assigned to the chief editor by the director of *Revista de Educación*.

II.3. Scientific Consultants

The scientific consultants will be researchers of recognised prestige in different disciplines related with the field of education whose intellectual career has outfitted them for the task of ensuring the academic and scientific quality of *Revista de Educación*. The scientific consultants may be Spanish or international. In addition to being front-row spectators of the journal's evolution, the scientific consultants will, through their participation, influence the journal's future.

The primary function of scientific consultants is to respond to requests of a scientific nature put to them by the Editorial Board.

Scientific consultants will be appointed by the director of *Revista de Educación* at the proposal of the chief editor.

III. *Revista de Educación* will be governed by these Statutes.

IV. Any amendment of these Statutes will require a proposal by the director of *Revista de Educación* and the approval of the Board of Directors.

V. In any matters not provided for in these Statutes, the rules contained in the Spanish Act on the Legal Procedure for Government and the Common Administrative Procedure, title II, chapter II will be applied, especially as regards meetings and the making of resolutions by a majority of votes.

These Statutes were approved by the Board of Directors on 22 January 2013 after having been reviewed favourably by the department's Legal Service on 11 May 2012.